

Board meeting of Nov. 3, 2014

SOME HEADLINES

Trustees considered or approved:

- New course offerings at De Anza
- Budget transfers for ETS projects
- Appointments, employment and retirements
- Professional Growth Awards

Agenda & backup material: <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

To access supporting documents for items on the agenda, visit the BoardDocs website using the link above. Under the Meetings tab, click on the meeting of Nov. 3, 2014, then click on "View the Agenda" to find the agenda item and its related documents.

BOARD REPORTS

Foundation Board report

Trustee **Pearl Cheng** reported on the Foothill-De Anza Foundation Board of Directors' October meeting, noting that the board is aligning its fundraising efforts with college and district priorities. She said foundation board members are holding thank-a-thons to express appreciation to donors, and commented on foundation efforts to stay in touch with donors and alumni through a quarterly electronic newsletter and a recent postcard mailing. She advised that the foundation board is looking forward to seeing what proposals came forward from faculty and staff for Innovation Grants.

INFORMATION & ACTION ITEMS

Board policies

The board approved a new, legally required policy on conflict of interest. Board Policy 2710 states that board members "shall not be financially interested in any contract made by the board or in any contract they make in their capacity as board members." It says that trustees must disclose their financial interests and shouldn't engage in any employment or activity that's incompatible with their district duties.

Trustees considered changes to the following board policies, including title and numbering changes for consistency with the Community College League of California's Policy & Procedure Service:

- BP 3530, Weapons on Campus, is a newly proposed policy that would prohibit weapons on campus except when required for activities conducted under the direction of a district official or as authorized by an official law enforcement agency.

- Revisions proposed for BP 3100, Organizational Structure (formerly BP 2220), would update language and remove a reference to processes covered by collective bargaining.
- Revisions proposed to BP 3280, Grants (formerly BP 3124), would update terminology and move grant guidelines to a newly created administrative procedure. Trustee **Joan Barram** suggested retaining a statement in the policy that grant-funded projects must be consistent with the objectives and priorities of the educational program.
- Board Policy 3160, Contract and Grant Indirect Costs, is proposed for retirement as its language on indirect costs is being incorporated into Administrative Procedure 3280, Grants. Trustee **Betsy Bechtel** advised that the policy originated at a time when the federal government was investigating Stanford University's indirect cost practices involving federal grants.

The proposed policy changes will come back to the board for action at a future meeting.

New course offerings

The board approved new course offerings for 2015-16 at De Anza, including an honors course in Critical Reading, Writing and Thinking; World Literature: Africa and Latin America; Women and Gender in Global Perspectives; and a number of new physical education courses.

Reduction in classified service

Trustees approved elimination of the position of Technology Resources supervisor at De Anza for lack of work or funds, effective Dec. 31.

Opening of negotiations

The board held a public hearing on the opening of negotiations for "reopeners" on six articles with the California School Employees Association and a successor agreement covering 12 articles with the Association of Classified Employees. ACE President **Blanche Monary** said she looks forward to the negotiations.

Annual risk management report

Board President **Bruce Swenson** said he's impressed with insurance cost reductions the district has achieved, one of the themes of the annual report. Vice Chancellor **Kevin McElroy** acknowledged Risk Management Director **Marsha Kelly** and the district's insurance broker.

Annual health & safety report

President Swenson and other board members expressed appreciation for the work of **Mona Voss**, who recently retired after nine years as district director of environmental health and safety. President Swenson commented on the many accomplishments outlined in the report, and recalled a time Mona delivered her annual report entirely in verse. Vice Chancellor McElroy said that **Karen Lauricella**, her successor, is off to a good start.

First quarter report

Vice Chancellor McElroy presented the first quarter financial report, showing only a few variations from the adopted budget. Most notable, he said, are that revenue from non-resident enrollment may exceed projections by about \$1.5 million and that the district expects to receive an additional \$400,000 in 2013-14 apportionment revenue as a result of a more accurate count of all students for which the district should receive state funding.

In response to questions from board President Swenson, he said that districts throughout the state are concerned about having to rapidly phase in an increase in contributions to the State Teacher Retirement System (STRS) by 2020 to cover the system's large unfunded liability. He said Governor Jerry Brown's plan to increase district contribution rates from 8.25 percent to 19.1 percent of salary by 2021 would cost Foothill-De Anza an extra \$10 million over what it is contributing to STRS now. He advised that another ongoing budget uncertainty is the expiration of Proposition 30's temporary taxes in 2016 (sales tax) and 2018 (income tax). Governor Brown has said publicly that he will not support an extension of the temporary taxes.

BOND PROJECTS

Pool boiler & cogeneration replacement

Trustees awarded a contract to Environmental Systems Inc. of Northern California to replace aging boiler equipment and make other improvements that will provide efficient hot water delivery to the showers and heat for the PE buildings and pool.

ETS Office Building and data rooms

Trustees approved a series of Measure E and Measure C budget transfers reflecting a move away from building a combination large data center and ETS office building in favor of an alternate approach, specifically:

- Renovating two small, existing data centers
- Moving some data storage into the cloud
- Creating an ETS staging/storage area in existing facilities
- Remodeling the former district office building for ETS offices.

Steven Kitchen, executive director of facilities and operations, presented a well-received proposal for redistributing the Measure E and Measure C data center funds:

[http://www.boarddocs.com/ca/fhda/Board.nsf/files/9QARWF6FF844/\\$file/ETS%20Program%20Budget%20Transfers_BoardPresentation_Nov%203%202014.pdf](http://www.boarddocs.com/ca/fhda/Board.nsf/files/9QARWF6FF844/$file/ETS%20Program%20Budget%20Transfers_BoardPresentation_Nov%203%202014.pdf)

Assured that bond counsel had reviewed the proposed transfers, the board approved the redistribution of \$2.3 million in Measure E and Measure C data center funds to the new projects, including approximately \$963,000 to supplement the ETS office renovation. In the future, some remaining dollars from the Measure C data center project are likely to be earmarked for a new district office building.

Trustee Barram said she hopes the district can find enough money to "do it right" and build a new district office building that will last for the next 40 or 50 years. Vice Chancellor McElroy noted that the district expects to have some unused bond contingency funds at the close of the bond program, including whatever remains from an \$8 million catastrophic contingency fund. He said other funding sources may be available as well. Several trustees commented that the Flint Center parking structure also will need additional funding to address the need for seismic upgrades.

Next phase for education center

With demolition completed, the board authorized a \$2.6 million contractual amendment with construction company C.W. Driver to perform early site work for the district's education center in Sunnyvale. This includes road, water, sewer and other improvements, including preparing for the undergrounding of electrical and telecommunication services. C.W. Driver performed the demolition work at the site.

HUMAN RESOURCES & PERSONNEL

Administrator appointments

The board approved employment for **Stacey Shears** as dean of Disabled Student Programs and Services at De Anza, effective Nov. 3.

Faculty employment & retirements

Trustees approved employment for **Joshua Westling** as director of clinical education and instruction for respiratory therapy at Foothill, effective Dec. 1.

The board approved the retirement of **Gary Zarecky**, physical education instructor at De Anza, effective June 26, 2015, after 23 years, under Article 19 of the Faculty Association contract.

Classified employment

Trustees ratified employment of **Ruby Reyes** as financial aid outreach assistant at Foothill; **John Pham** as a buyer in Central Services; and **Stephanie Barroso** as PSME Division assistant and **Deepa Yuvaraj** as program coordinator I in Academic Services, both at De Anza.

Professional Growth Awards

The board ratified Professional Growth Awards for the following classified employees: At Foothill, **Ouida Mathis**; at De Anza, **Vida Ajdrian-Fard**, **Shuk-Yin Ho**, and **Melissa Ingalls**; and in Central Services, **Kamal Chedid**, **Pamela Eberhardt**, **Araceli Kaliangara**, **Linda Mahi** and **Martin Varela**.

Classified retirements

Trustees approved the retirements of **James Ebert**, journeyman electrician, effective Dec. 30, after 38.5 years, and **Norman McLeod**, custodian II, effective Dec. 30, after 17 years, both in Central Services.

REPORTS & HEARINGS OF ITEMS NOT ON THE AGENDA

(Board members cannot discuss items that are not placed in advance on the agenda.)

Student comments

De Anza Associated Student Body President **Julia Malakiman** reported that the first food truck Friday, called Night Market, will launch on campus Nov. 7 from 5-9 p.m. in Parking Lot A. She said the food and live-music event will continue every Friday this fall except at Thanksgiving and Christmas. Read more about it at:
<http://www.sanjose.com/2014/11/05/night-market-brings-food-trucks-to-de-anza-college>

Staff comments

Gigi Gallagher, sitting in for Foothill Classified Senate President **Karen Smith**, reported that Foothill President **Judy Miner** and district Vice Chancellor **Joe Moreau** were among recent Senate speakers, to be followed by **April Henderson**, EOPS services coordinator and tri-chair of Foothill's equity committee. She noted that Foothill Transfer Center Coordinator **Maureen Chenoweth**, president of the California Community Colleges Classified Senate, will take part in a panel discussion about new legislation that focuses on professional development for non-teaching faculty, at the Community College League of California's annual conference later this month.

Presidents' comments

De Anza President **Brian Murphy** reported on a successful fourth annual Taste of History event on Oct. 18 to benefit the California History Center at De Anza. He noted that De Anza's nationally ranked men's soccer team had finally lost a game and stands at 15-1.

President Miner commended **Denise Swett**, vice president of student services, for the success of the third annual Foothill College Technology Conference, Oct. 23-24, which was fully online and attracted 771 participants representing all 50 states. She advised that \$10,000 from sponsorship fees will be used to fund additional professional development activities. She reported on a Veterans Resource Center open house that raised more than \$7,000 for veterans programs and thanked the foundation's **Laura Woodworth**, Veterans Services Dean **Teresa Ong** and Veterans Resource Specialist **Carmela Xuereb** for their efforts.

President Miner reported that Foothill is playing a role in a \$2.5 million statewide institutional effectiveness grant awarded to College of the Canyons. She thanked **Andrew LaManque**, associate vice president of instruction, for his contributions to the grant's success and said \$350,000 has been allocated to Foothill over the next two years to coordinate professional development activities in Northern California. The grant, which runs through June 2015, supports development of a comprehensive technical assistance program to help community colleges address accreditation and audit issues. Other participants in the grant consortium include the statewide Research & Planning Group and the Academic Senate for California Community Colleges.

Chancellor's comments

Chancellor **Linda Thor** reported that a commentary about skills and market speed written by Foothill President Miner and **Jay Banfield**, executive director of Year Up Bay Area, is included in Game Changers 2015, a publication of the Silicon Valley Leadership Group. Game Changers calls itself a collection of "ideas, innovation and inspiration" and is distributed at the organization's annual conference and other events throughout the year.

The chancellor reported that De Anza President **Brian Murphy** was honored with the Donald N. Michael Award by the Meridian Institute, a global think tank, for his work as co-founder of The Democracy Commitment, a national project to provide community college students with education in democratic practice. The award recognizes contributions that embody the values of **Don Michael**, a professor emeritus of planning and public policy, as well as psychology, at the University of Michigan. Chancellor Thor described a positive meeting that she and President Miner had with **Max McGee**, the new superintendent of the Palo Alto Unified School District and how the two districts can be more involved with each other.

Trustees' comments

Trustee Bechtel spoke about the contributions of **Sarah Wiehe**, a two-term student trustee representing Foothill College, who died Oct. 20 in Palo Alto. She served on the district's Board of Trustees from 2002-2004 and was the first student representative on the Measure C Citizens' Bond Oversight Committee. Ms. Wiehe took classes for personal enrichment at Foothill at the same time her daughter Kristin attended. After taking an astronomy class, she became active in the Peninsula Astronomical Society and served on the organization's board for many years.

Foothill Student Trustee **Evelynn Chun** reported that the Associated Students of Foothill College has allocated \$500 to buy a leaf honoring Ms. Wiehe to add to the new memorial

tree sculpture on campus. At the request of President Miner, the board adjourned in Ms. Wiehe's memory.

Student Trustee Chun announced that the ASFC is planning a Thanksgiving dinner Nov. 25 for international and out-of-state students.

Board President Swenson reported that the Affordable Colleges Foundation has ranked Foothill College No. 1 on its list of Top 40 Online Community Colleges for 2014-15, based on quality and price. To be eligible, a college must have at least 10 online degree programs and annual tuition and fees of less than \$3,000. Foothill offers 13 fully online degrees. Referring to the Nov. 3 election, he suggested that the district organize campus tours for newly elected city and school board officials.

Trustee **Laura Casas** thanked **Paula Norsell**, assistant to the chancellor, for producing clear and concise minutes that capture the spirit of the board's discussion.

NEXT MEETING

The next regularly scheduled meeting of the Board of Trustees is Monday, Dec. 8, at 6 p.m. in the Toyon Room in the Campus Center at Foothill College. The Toyon Room is the board's new meeting location until further notice.

Agenda: <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

Agendas generally are posted 72 hours in advance. **Please check the agenda to verify the time and location of the meeting.**

BOARD HIGHLIGHTS

Board Highlights is designed to communicate board meeting news to faculty and staff across the district. These are not the official minutes, which are available after their approval at a subsequent board meeting. Please contact Becky Bartindale at bartindalebecky@fhda.edu or (650) 949-6107 with comments or questions about *Board Highlights*.

Minutes: <http://www.boarddocs.com/ca/fhda/Board.nsf/Public>

Find approved minutes by date under the "Meetings" tab. Minutes are typically approved at the next board meeting and posted within several days. Draft minutes from a meeting typically can be found on the agenda of the following meeting.